



City of Fitchburg, Massachusetts **FIRE PREVENTION BUREAU**

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**Fire Prevention Director
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INSPECTIONAL SERVICES - COVID 19 PROTOCOL (As of 3-19-2020 – update 3)

Given the recent information by state and municipal government to cancel unnecessary inspectional services, the Fire Prevention office will be reducing the interaction with the public. The Fire Prevention Bureau is aware that the banks are still open, building construction and some processes of real estate transactions are still going on. Fire Prevention is taking measures to reduce inspectional services but maintaining a reduced level of service for those that may lose money or occupancy due to bank closings, construction projects and legal requirements. Please read below for the more restrictive guidelines.

In an effort of reduction regarding Covid 19, the Fire Prevention office will ask the following measures in reduction of infection to the inspectors:

- Has anyone at the property been out of the country or been exposed to anyone confirmed?
- Is anyone at the property sick, fever, exhibiting illness or in self quarantine?
- Have you reviewed the Smoke/CO requirements? – FD has provided online guides.
www.ci.fitchburg.ma.us/203
- Is the property vacant or occupied?

Given the answers to need in the previous questions, Chief Roy working directly with the inspectors will reserve the right to make a case by case determination of the inspection.

In an effort of reduction regarding Covid 19, the Fire Prevention office will take the following measures in reduction of infection and protection to the public:

- With Sheltering in place recommendations - We will NOT require the apartment of inspection to be vacant – occupants can wait in the car or spare room if necessary. (1) Person with distancing will be allowed with the inspector at all times.
- The Fire Prevention inspector will be wearing – face mask, rubber gloves
- The Fire Prevention inspector will report findings to 1 person, so be ready to take notes and have someone familiar with the requirements as to reduce unnecessary conversation.

Effective immediately, all appointments will be “*business as usual*” with appointments on a first come first serve basis. We are asking for your help in self confirming that Smoke/CO detectors are in place and operational per the guidelines we provide online. Fire Department sickness/isolation policies have become quite restrictive. If the inspectors get sick or have a building fire in the city, we will be forced to cancel appointments during illness or emergency need. Your cancelled appointments will have to be re-booked take the next available appointment in the schedule. Fire Prevention cannot guarantee that the state and municipal restrictions become more coercive but will maintain reduced inspections as we are allowed. Our cancellation policy has not changed. You have 24 hours to cancel an appointment or may be subject to a \$25.00 fee.

From the Fire Prevention office to your homes, please pay closer attention to your own smoke alarms and carbon monoxide devices. Maintain them with battery changes and test them for good working order. People are going to be spending a lot more time in their homes and we wish them to be protected and safe. The Fire Prevention office is currently maintaining their phone lines and we are returning calls ASAP if we away from the desk.

Our blessings to all of you as we get through this needed measure of control to reduce the impact of this illness.

Lt. Philip Jordan – Fire Prevention Bureau